

# Agenda

CITY OF BOTHELL  
ARTS AND FESTIVALS COMMISSION  
May 25, 2017 - 7:00 p.m.  
City Hall, 18415 - 101<sup>st</sup> Ave NE  
Conference Rooms 107- 108

## Regular Meeting

<i>(times are approximate)</i>	Agenda Topics
7:00 p.m.	CALL TO ORDER
7:05 p.m.	APPROVAL OF MINUTES <ul style="list-style-type: none"><li>• April 27, 2017</li></ul>
7:15 p.m.	COMMENTS FROM AUDIENCE
7:20 p.m.	NEW BUSINESS <ul style="list-style-type: none"><li>• Group photo</li><li>• Review of April meeting</li><li>• Review and approval of draft Bylaws</li><li>• Answers to questions from April meeting</li><li>• Continue discussion of work plan, goals and objectives for the Commission</li></ul>
8:00 p.m.	REPORTS / INFORMATION <ul style="list-style-type: none"><li>• N/A</li></ul>
9:00 p.m.	ADJOURN

**CITY OF BOTHELL  
ARTS AND FESTIVALS COMMISSION  
MEETING MINUTES  
April 27, 2017 – 7:00 p.m.  
City Hall, 18415 – 101<sup>st</sup> Ave N.E.  
Conference Rooms 107/108**

**CALL TO ORDER**

Meeting started at 7:03 p.m.

Arts and Festivals Commission Members present: Jennifer Keene, Mike Doane, Pat Pierce, Kelly Atkinson, Katrina Sather, Kellie Moeller, and Lynn Asmann. Staff member: Nurjamal Smith present, John Keates, Parks and Recreation Director absent and excused.

**APPROVAL OF MINUTES**

This was the first meeting since the Arts and Festival Commission was established. No minutes for approval.

**COMMENTS FROM THE AUDIENCE**

There were no visitors during the meeting.

**NEW BUSINESS**

**Introduction of Commission Members**

Commission members briefly introduced themselves.

Katrina Sather – works with artists, youth art organizations and would like to see art around the City.

Mike Doane – would like to see a film festival in Bothell.

Kelly Atkinson – would like to see a comprehensive visual arts center in Bothell.

Lynn Asmann – owned Framed Wright store in Bothell, worked with Bothell Arts Council and was a member in the ad-hoc Arts Committee. She would like to see the completion of the work she started while she was with Arts Committee.

Kellie Moeller – Marketing consultant, emerging artist, social media marketing consultant. She would like to help marketing and promotion of arts and help local artists.

Jennifer Keene – Project Manager, would like to see arts in the City as well.

Pat Pierce - was a member in the ad-hoc Arts Committee and was a member of LTAC committee previously. She would like to see the completion of the work she started while she was with Arts Committee as well.

### **Election of Officers**

Committee members were asked by staff to express interest in the Chair and Vice Chair positions. Jennifer Keene expressed interest in Chair position. No one opposed. All members unanimously agreed to appoint Jennifer Keene as Chair. Mike Doane expressed interest in the Vice Chair position. No one opposed. All members unanimously agreed to appoint Mike Doane as Vice Chair.

### **Review and Approval of the Bylaws**

Chair Jennifer Keene opened the Review and Approval of the Bylaws item on the agenda. Discussion ensued. Commission Members had questions about the Article VIII - Budget. Vice Chair Mike Doane asked what is the budget of the Commission and who will be writing grants?

Discussion ensued. Commission members discussed Article V-Meetings, Public Participation section of the bylaws. The meeting room 107/108 does not have a podium therefore the public could join the meeting at the table. The public does not need to state their address and their relationship to the City. The members agreed that Arts and Festival Commission meetings should be inviting and not so official. Therefore Committee members proposed to change this section and include it to the agenda for next scheduled meeting for approval.

**MOTION:** Commission member Pat Pierce moved to ask the staff to update the bylaws as following and bring back to next meeting for approval.

Make changes to Article V – Meetings, Section 6 - Guidelines for Public Participation. Part A and B. Change point 1, sign up on forms provided on table inside meeting room entrance door to sign up with your name and contact information on the forms provided.

Remove points 2, 3, & 5.

Keep point 4 as written.

Make the same changes to part B of section 6.

Lynn Asmann seconded. Motion passed unanimously.

### **Update from Former Ad-Hoc Arts Committee Members**

Commission Member Lynn Asmann talked about her role in Bothell Arts Council which is a non-profit organization in Bothell that is in the sunset stage and has some funds available to disperse before being dissolved. Lynn Asmann mentioned that the Bothell Arts Council could match art projects for exterior art of City Hall through Arts and Festivals Commission if the Council approves the proposed work of arts.



Commission members Lynn Asmann and Pat Pierce were former members of an ad-hoc Arts Committee. The Arts Committee was formed to recommend to Council art for Bothell City Hall (to be paid for by the city's 1% for the public arts funding established by Ordinance). The ad-hoc Arts Committee advised the selection of murals and artwork in the conference rooms and throughout the interior of City Hall. The Committee invited the local artists and public twice to submit historic and artistic photos of Bothell and most photos that are now displayed in the lobby were submitted at that time.

The Committee had created a recommendation of types of artwork, location, and cost for exterior of City Hall to Council but the Committee was dissolved before it finished its mission due to changes in staff. The planned exterior artwork theme was Fish & Wildlife and included art elements like butterfly, dragonfly, fish, otter, beaver, heron and a bronze statue of the three gentlemen. A portion of the 1% for the arts for City Hall remains unspent at this time and is approximately \$147,000.

Commission Member Pat Pierce stated that 1% arts funds are funds that come from capital projects and used for only arts projects. The funds for festivals come from lodging tax revenues.

Commissioner Pat Pierce mentioned that former staff liaison to Arts Committee had the proposal for exterior art for City Hall ready to go to Council and it was canceled due to staff changes and if it was possible to get hold of those notes.

### Goals

Commission members discussed about the ideas of what projects they would like to work on.

Some of the ideas discussed were: small film festival in Pop Keeney stadium, displaying public local artwork in the City Hall lobby, possibly have artists come to Music in the Park events to display art, and create a map of arts in Bothell.

Commission members agreed to bring written ideas to the next meeting.

Commission member Kellie Moeller asked if Pat Pierce could bring the walking tour guide that she mentioned to the next meeting.

Commission member Lynn Asmann asked if Kellie Moeller could bring a list of local artists and art groups that she works with to the next meeting.

The Arts Commission members had following questions to staff:

- 1) What is the Commission funding and how can it be spent?
- 2) Who writes grants?
- 3) Is it possible to find notes from former Arts Committee liaison staff member?
- 4) Is there an inventory of existing public arts in Bothell? Can the map of arts in the City be made?

- 5) What are the rules of public-private partnership? How does Art Commission work with Performing Arts Foundation? Or other public private partnerships? Can the Commission reach out to schools for partnership?
- 6) Can arts be integrated with existing events put on by Parks and Recreation Department?
- 7) How does the Arts commission promote the events and festivals on public sites and social media?
- 8) Can the Commission invite Tourism and Events Coordinator to their meeting?

**MOTION:** Katrina Sather moved to adjourn the meeting. Mike Doane seconded. Motion passed unanimously.

**ADJOURN:** Meeting adjourned at 8: 52 p.m.

Presented and approved on \_\_\_\_\_, 2017